

DETERMINATION AND FINDINGS FOR SINGLE AVAILABLE SOURCE PROCUREMENT

Agency: Child and Family Services Agency
Caption: Diagnostic and Statistical Manual of Mental Disorders (DSM-5) Training
Contractor: American Psychiatric Foundation (APF)
Contract Number: DCRL-2014-R-0061

FINDINGS

1. AUTHORIZATION:

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700 and 1701.

2. MINIMUM NEED:

The Government of the District of Columbia, Child and Family Services Agency (CFSA), has the following minimum need:

CFSA needs to utilize the services of the American Psychiatric Foundation (APF), to present training workshops for DSM-5 for CFSA and contract agency staff.

3. ESTIMATED FAIR AND REASONABLE COST:

\$20,000.00

**4. FACTS WHICH JUSTIFY A SINGLE AVAILABLE SOURCE
PROCUREMENT:**

The Diagnostic and Statistical Manual of Mental Disorders, Fifth Edition, abbreviated as DSM-5, is the 2013 update to the American Psychiatric Association's (APA's) classification and diagnostic tool. The 501(c)3 arm of the APA, the American Psychiatric Foundation (APF) will present training workshops for DSM-5 for CFSA and contract agency staff. In the United States the DSM serves as a universal authority for psychiatric diagnosis.

The DSM-5 was published on May 18, 2013, superseding the DSM-IV-TR, which was published in 2000. The development of the new edition began with a conference in 1999, and proceeded with the formation of a Task Force in 2007, which developed and field-tested a variety of new classifications. This training course, will give an inside look at what clinicians need to know about the new manual: the nuts and bolts of assessment and coding, criteria changes, new disorders, and other new features will be presented, followed by case examples and discussion. Clinicians who want an authoritative introductory training in the DSM-5 will find this course to be informative and highly relevant to their daily practices. The training costs are inclusive of both the instruction and supplementary material.

Due to APF's expertise in the field and the nature and type of the training, a market survey was not undertaken, as an equivalent would not be available.

5. CERTIFICATION BY AGENCY HEAD:

I hereby certify that the above findings are true, correct and complete to the best of my knowledge.

Date

Brenda Donald
Director
Child and Family Services Agency

6. CERTIFICATION BY CONTRACTING OFFICER

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received.

Date

Tara Sigamoni
Agency Chief Contracting Officer

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under Section 402 of the Procurement Practices Reform Act of 2010, effective April 8, 2011 (D.C. Law 18-371; D.C. Official Code § 2-354.02). I further find that the contractor listed above is the only available source that can meet the District's minimum needs. Accordingly, I determine that the District is justified in using the sole source method of procurement.

Tara Sigamoni
Agency Chief Contracting Officer

Date